

DEPARTMENT OF WORKFORCE DEVELOPMENT  
DIVISION OF WORKFORCE SOLUTIONS  
ADMINISTRATOR'S MEMO SERIES

NOTICE 03-10

DATE: 05/23/03

DISPOSAL DATE: 12/31/2005

RE: INSTRUCTIONS FOR  
RECONTRACTING FOR  
RIGHT OF FIRST  
SELECTION AGENCIES  
FOR THE NEXT W-2  
CONTRACT

To: Right of First Selection W-2 Agency Directors

From: Bettie A. Rodgers /s/  
Administrator

## **PURPOSE**

This memo provides instructions for the recontracting process for the Right of First Selection (RFS) Wisconsin Works (W-2) agencies for the 2004-2005 W-2 and Related Programs Contract. This memo contains the following attachments:

Announcement from Bettie Rodgers

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Section One: Capacity Plan

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Appendix B: Performance Standards

Appendix D: Competitive Geographic Areas and Right of First Selection Areas

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Appendix F: DWS Regional Offices/Department's Contract Managers

Draft Contract for Wisconsin Works (W-2) and Related Programs for the period January 1, 2004 through December 31, 2005.

**INSTRUCTIONS FOR RECONTRACTING**

Each RFS W-2 agency must provide a complete W-2 Plan for the 2004-2005 W-2 Contract that addresses each of the Capacity and Program Plan Response Items, unless specifically instructed otherwise in the Plan instructions. The recontracting documents (listed above) are found on the following website: [www.dwd.state.wi.us/dws/w2/rfs](http://www.dwd.state.wi.us/dws/w2/rfs)

**CONTACT FOR QUESTIONS**

For information regarding the RFS recontracting process, contact Mary Tremain from DWS at (608) 266-1544; TDD (608) 267-0927; Fax: (608) 267-3240; E-mail: [mary.tremain@dwd.state.wi.us](mailto:mary.tremain@dwd.state.wi.us).

Attachments (see note below)

Note: Some of these Attachments include a numbering system that is a part of the competitive Request for Proposals (RFP).